

Event Summary - Proxy Envelopes

Type	Invitation to Bid	Number	02-ADMI-ITB-0461
Organization	TAMU	Currency	US Dollar
Event Status	Awarded	Work Group	Admissions Office
Exported on	6/26/2018	Exported by	Patricia Winkler
For Requisition	102995640	Created Document	104710037
Estimated Value	24,996.40 USD	Payment Terms	-

Bid and Evaluation

Respond by Proxy	Allow	Use Panel Questionnaire	No
Sealed Bid	Yes	Auto Score	No
		Cost Analysis	No
Alternate Items	No		

Visibility and Communication

Visible to Public Yes


Enter a short description for this public event

Envelopes for Texas A&M University Admissions and Records

Commodity Codes

None Added

Event Dates

Time Zone	CDT
Released	-
Open	5/15/2018 12:00 AM
Close	5/30/2018 2:00 PM
Sealed Until	5/30/2018 2:00 PM
	 Show Sealed Bid Open Date to Supplier
Q&A Close	5/30/2018 2:00 PM

Description

Envelopes for Texas A&M University Admissions and Records

Attention Bidders:

Texas A&M, Procurement Services is transitioning to an E-commerce system for all invitation for bids and purchase orders. We are asking all vendors to take a few moments and register as one of our vendors. This will allow you to respond to our bid invitations electronically as well as view other bid opportunities.

Please visit the following website to register:

<https://bids.scquest.com/apps/Router/PublicEvent?CustomerOrg=TAMU>

If you have any questions in reference to registrations, please contact us at 979-845-2325.

All invitation for bid documents not submitted electronically via the AggieBid system will only be accepted via the following methods:

- Faxed to (979) 845-3800
- Express Mail (FedEx, UPS, etc.)
- US Postal Service
- Hand Delivered

At this time, no email responses are acceptable. If your response is received via email, your response may be disqualified.

All invitation for bid documents not submitted electronically via the AggieBid system must be returned on our form.

As a bidder responding to this invitation upon submission of your response, regardless of the format of your submission, you and the entity you represent are agreeing to the terms and conditions presented here as well as the TAMU terms and conditions located at <http://purchasing.tamu.edu/media/123743/bidtamu.pdf>

Physical Address:

Texas A&M University
Procurement Services
Agronomy Road
College Station TX 77843-1477
Fax - 979-845-3800

NOTE: If responding manually, please submit with your bid response a W9. This will allow us to enter your company into our bid system and include your response on the electronic tabulation.

1 ★ Instructions To Supplier :

Please acknowledge that additional terms and conditions have been reviewed

Prerequisite Content:

Note To Bidder

Texas A&M University, Admissions & Records reserves the right to purchase either Option1 or Option 2; not both – depending on which option is the best value for the university.

Pricing:

Bidders must indicate any additional charges not listed here-in

Award

The award shall be made based on the following “Best Value Criteria”. Texas A&M reserves the right to consider the following and any other factor deemed necessary to evaluate the offer and determine the “Best Value” for the University.

- Vendor’s ability to meet the minimum specifications;
- Experience/past experience with vendor;
- The quality, availability and adaptability of equipment offered to required application.
- Quality of performance of previous services;
- References;
- Samples; if requested
- The acquisition price.

Texas A&M University reserves the right to accept or reject any or all bids, to waive informalities and technicalities, to accept the offer considered the most advantageous to the University.

Certification

I certify that I have read and agree to the terms above.

Supplier Must Also Upload a File:

No

Buyer Attachments

Detailed Specifications	02-ADMI-ITB-0461.doc	../Attachments/02-ADMI-ITB-0461.doc
Standard Terms and Conditions		https://purchasing.tamu.edu/media/1597818/tamu-bid-terms.pdf

Page 1

Group 1

-
- 1.1 Payment Terms - Quote 100% Net 30 Upon Receipt, Installation and Acceptance. If quoting as specified, type "Agreed" in the required field. If quoting otherwise, indicate here-in
Text (Single Line)
- 1.2 Shipping Terms: Quote Destination Freight Prepaid and Allowed. If quoting as specified, type "Agreed" in the required field. If quoting otherwise, indicate here-in and provide estimated shipping cost.
Text (Single Line)
- 1.3 Delivery Terms: Indicate if able to meet required delivery date
Yes/No
- 1.4 Contact Information - Provide vendor contact info - contact name, email address and telephone number
Text (Multi-Line)

Product Line Items

★ Required Product Line Items

Group P1

#	Item Name, Commodity Code, Description	Qty.	UOM	Target Price	Allow Alternates	Requested Delivery
P1.1	Option 1 - Proxy Envelopes	★	44,030	EA - Each	-	-
	82121500 - Printing 5616 / Option 1 - Proxy Envelopes as per the attached detailed specifications					
P1.2	Option 2 - Proxy Envelopes	★	44,030	EA - Each	-	-
	Option 2 - Proxy Envelopes as per the attached detailed specifications					

Service Line Items

There are no Items added to this event.